

A RESOLUTION

BY FINANCE/EXECUTIVE COMMITTEE

00- R -1890

AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH OUTREACH, INC. TO PROVIDE ADDICTION SERVICES FOR THE DEPARTMENT OF CORRECTIONS MEN'S RESIDENTIAL SUBSTANCE ABUSE TREATMENT PROGRAM IN AN AMOUNT NOT TO EXCEED SEVENTY FIVE THOUSAND DOLLARS AND NO CENTS (\$75,000.00) FOR ONE YEAR. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER: 3P02-524001 I21W02CL9999

WHEREAS, the Department of Corrections provides residential substance abuse treatment programs for convicted male and female offenders; and

WHEREAS, Outreach, Inc. has provided professional addiction counseling services in support of the male offender treatment program for the prior three years; and

WHEREAS, the Department of Corrections recommends continuation of those services.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor or his designee be and is hereby authorized to enter into agreement with Outreach, Inc. to provide addiction services for the Department of Corrections men's residential drug treatment program.

BE IT FURTHER RESOLVED, that Outreach, Inc. will be paid an amount not to exceed seventy five thousand dollars and no cents ((\$75,000.00) to provide said services for one year.

BE IT FINALLY RESOLVED, that the expense incurred for said services be charged to and paid from Fund, Account and Center Number: 3P02-524001-I21W02CL9999.

AGREEMENT

THIS AGREEMENT is entered into as of the ____ day of ____, 2000 by and between the Atlanta Department of Corrections ("Department") and Health Outreach Project, Inc. d/b/a ("Outreach"), a corporation organized under the Georgia Nonprofit Corporation Act, with its principle place of business located at 825 Cascade Avenue, S.W. Atlanta, Georgia 30311 (hereinafter referred to as "Outreach, Inc.").

WHEREAS, Outreach Inc. has been operating a therapeutic community addiction treatment program ("Program") in partnership with the Department at the City Detention Center; and

WHEREAS, defendants with substance abuse histories who are convicted by judges in both the Municipal Court and the City Court of Atlanta are routinely referred to the Program; and

WHEREAS, the City is willing to assume a portion of Outreach, Inc.'s expenses for providing staffing for the Program within the scope of services to be mutually agreed upon:

The parties hereto intending to be legally bound agree as follows:

1.

OUTREACH will provide the City at its Detention Center the services ("Services") listed in the Scope of Services, attached hereto, marked Exhibit "A" and incorporated herein by reference

2.

OUTREACH shall provide the Department a schedule of the hours of service rendered per monthly work period for each service provider as specified in Exhibit "B" and incorporated herein by reference such staff shall not be the employees or agents of the City of Atlanta.

3.

OUTREACH shall provide sufficient and qualified staff as needed to render in an orderly and timely manner the services as needed based upon such schedule as agreed upon by the parties. The Department will have the responsibility of conducting criminal background investigations of all program staff requiring access to jail facilities.

4.

The Department shall pay Outreach \$75,000 per year for the services, payable in equal monthly payments, commencing on the date this agreement is lawfully executed.

5.

The Department's Program Director of the Men's Residential Substance Abuse Treatment Program shall verify all hours worked by Outreach, Inc. staff and approve as appropriate monthly invoices submitted for payment. Outreach, Inc. shall provide to the Program Director and the Department's Director of Inmate Programs and Services, a monthly activity report which includes at least the following information: the complete names and birth dates of the program participants, the respective dates of admission to the program, and the anticipated dates of release. The monthly reports will be submitted no later than the 15th of the month following the month for which the report is due.

6.

All notices or demands required under this Agreement shall be in writing and shall be deemed to have been duly given when: a) physically received in hand by the party to whom directed; or b) when sent by certified U.S. mail, return receipt requested, postage prepaid, to the other party at the address below (or such other address(es) given in writing by either party to the other):

If to the Department: Chief Tom Pocock
Atlanta Department of Corrections
254 Peachtree Street, SW
Atlanta, Georgia 30311

If to Outreach, Inc: Sandra S. McDonald
President/Founder
Outreach, Inc.
825 Cascade Avenue, SW
Atlanta, Georgia 30311

7.

Both the Department and Outreach, Inc. agree to abide by all State and Federal laws, rules and regulations respecting the confidentiality of the individual. Both parties agree not to divulge any information concerning any client to any unauthorized person without written consent of the client or responsible parent or guardian.

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8.

This agreement sets forth the entire agreement between the parties and supersedes all prior oral and written understandings, representations, and discussions between the parties respecting the subject matter of this letter.

9.

This agreement shall be governed by and subject to the laws of the State of Georgia and the ordinances of the City of Atlanta.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures on the date first above written.

The City of Atlanta

By: _____

Health Outreach Project, Inc.

By: _____

Exhibit A

DRUG TREATMENT PROGRAM FOR THE ATLANTA DETENTION CENTER

SCOPE OF SERVICES

The Program is a six to twelve month program, depending on the court's mandate and the defendant's assessment, as determined by the Treatment Team. The program shall have three (3) phases: Phase I, II and III, operating Monday through Sunday.

The content of each Phase shall be as follows:

Phase I-Orientation:

The first step in client orientation into the program is a Psychosocial Assessment/Intake. A chemical dependency diagnosis (DSM IV) and treatment plan is completed within the first two weeks. Clients are introduced to:

1. Definition of addiction/chemical dependence
2. Disease concept
3. Physical symptoms of addiction
4. Behavioral symptoms of addiction
5. Emotional symptoms of addiction
6. HIV and addiction
7. Client/inmate is required to tell his/her story (what it was like what happened, what it is like today)
8. Group therapy
9. Individual therapy
10. Remedial Education
11. Completion of step one
12. Relapse Prevention

Phase II Making Changes:

1. Coping with anger
2. Coping with triggers and cues
3. Dealing with cravings
4. High risk behaviors reduction
5. High risk feelings management
6. High risk thoughts and attitudes
7. Life skills
8. HIV and the substance abuser
9. Completion of step two

Phase III-Tools/Sobriety Resources:

1. Continuing care plan
2. Selection of 12 step meetings; How to get a sponsor
3. Physical, emotional and spiritual maintenance
4. Review of personal high risk issues
5. Emergency plan
6. HIV presenter certification
7. Completion of step three

Phase IV-Transitional/Education Phase, Certificate of Completion of Treatment:

1. Probation, if mandated or required by courts
2. Halfway House/Recovery community
3. Intensive Outpatient Treatment
4. Continuation of inpatient treatment as deemed necessary
by the treatment team
5. Treatment plan compliance
6. Outreach Inc., Continuing Care Group that meets every other Saturday
away from the jail
7. Aftercare/Discharge Planning

OPERATION OF THERAPEUTIC TREATMENT UNIT

A Department of Corrections officer will be present during all three shifts. Officers will not only be responsible for the security of the unit but will also be a member of the treatment team. Officers will be trained in the dynamics of addiction and to work with the criminal substance abuse unit. A daily log will be signed by all persons entering this community, indicating date, time and purpose of visit at the officers desk.

House opens for business at 8:00 a.m. and closes at 10:00 p.m. daily with the exception of Sundays. Television is not allowed during treatment hours. Smoking is only allowed when designated by smoking monitors. Telephone usage is not allowed during treatment hours and is limited to twenty minutes per person per call.

Exhibit B

REQUIRED PERSONNEL SERVICES AND WORK SCHEDULES

PERSONNEL SERVICES

1. Outreach will provide three fulltime Certified Addiction Counselors.
2. Each Counselor will be required to have and maintain a current CACI certification as a minimum requirement.
3. Counselor duties will include inmate-client assessment and ASI administration, group facilitation, charting of clinical contacts, attendance at RSAT weekly staff meetings, and other clinical duties as required.

WORK SCHEDULES

1. One counselor will work Monday through Friday, 8:00 am-5:00- pm, 40 hours per week.
2. One counselor will work Tuesday through Saturday, 8:00 am 5:00-pm, 40 hours per week
3. One counselor will work Monday through Friday, 2:00 pm 10:00-pm, 40 hours per week
3. The counselors will enjoy the same official holiday leaves provided for city employees.

TRANSMITTAL FORM FOR LEGISLATION

To Mayor's Office: Greg Pridgeon, Deputy Chief of Staff
(for review & distribution to Executive Management)

Commissioner Signature *T. Pocock*

Director Signature _____

From: Originating Dept. Corrections

Contact (name) Chief T. Pocock

Committee(s) of Purview: Finance/Executive

Committee Deadline: _____

Committee Meeting Date(s) 12/13/00

City Council Meeting Date: 12/18/00

CAPTION:

AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH OUTREACH, INC. TO PROVIDE ADDICTION SERVICES FOR THE DEPARTMENT OF CORRECTIONS MEN'S RESIDENTIAL SUBSTANCE ABUSE TREATMENT PROGRAM IN AN AMOUNT NOT TO EXCEED SEVENTY FIVE THOUSAND DOLLARS AND NO CENTS (\$75,000.00) FOR ONE YEAR. ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER: 3P02-524001-I1W02CL999

BACKGROUND/PURPOSE/DISCUSSION:

The resolution authorizes the Department to enter an agreement with Outreach, Inc. to provide three full-time addiction counselors to assist with the residential drug treatment program for convicted male offenders serving time in the city jail.

FINANCIAL IMPACT (if any):

The annual cost (\$ 75,000) will be paid from the Inmate Welfare (trust) Fund.

Mayor's Staff Only

Received by Mayor's Office: _____
(Date)

Reviewed: _____
(Initials) (Date)

Submitted to Council: _____
(Date)

Action by Committee: ☐ Approved ☐ Adverse ☐ Head ☐ Amended
☐ Substitute ☐ Referred ☐ Other